

Susan K. Bulmer
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SUMMARY

• 20+ Years Professional Experience • 15 years Supervisory Experience • Park and Recreation Operations and Management • Natural Resources Management, Planning and Policies • Recreation and Tourism Planning and Development • Public Participation and Involvement • Partnering with Federal, State and Local Entities • Special Events Planning • Survey Research and Data Management • Outdoor Leadership and Skills Development • Administration and Budgeting • Business Planning • Project Management •

EDUCATION

2001 & 2002	National Recreation and Park Association & North Carolina State University Park and Recreation Maintenance Management School Certificate
1996 & 1997	National Recreation and Park Association & North Carolina State University The Business Institute for Park and Recreation Professionals Certificate (formerly the Revenue Sources Management School)
1993-1997	Vermont Agency of Natural Resources Leadership and Management Training Program Certificate
1993-1995	Vermont Learning Center Certified Public Managers Professional Certificate
1982-1985	Texas A&M University, College Station, Texas M.S. in Recreation Resources Development with emphasis in Planning and Site Design
1977-1982	University of Wisconsin-Stevens Point, Stevens Point, Wisconsin B.S. in Forestry with emphasis in Parks and Recreation and minor in Environmental Law Enforcement

AWARDS

1997	University of Wisconsin - Steven Point, College of Natural Resources Outstanding Alumnus Award
1982	University of Wisconsin - Steven Point Chancellor's Leadership Medallion Award

ASSOCIATIONS, BOARDS AND COMMITTEES

Agency of Natural Resources Leadership and Management Program Committee - 1997 - 2004
National Association of Recreation Resources Planners [formerly *National Association of State Recreation Planners*] - 1996/97 - *Past President*; 1995/96 - *President*; 1994/95 - *Vice President*; 1989/90, 1992/93, and 1993/94 - *Northeast Regional Board Member*; and 1988/89 - *Secretary*.
Vermont Planners Association - 1988 - 1992
Vermont Recreation and Parks Association - 1988 - 2005
Richmond Land Trust - 1991-1993 Executive Board
Lake Champlain Technical Advisory Committee - 1991 - 1996

EMPLOYMENT HISTORY

**1998 to
Present**

Vermont Department of Forests, Parks and Recreation, Barre Vermont.

Parks Regional Manager. Responsible for the management, operations, maintenance, and capital construction projects for 18 state park units in the Northeast Region of Vermont, including:

- Recruit, hire, train, and supervise seven full-time and up to 80 seasonal park staff and volunteers.
- Manage and monitor park operations and programs for consistency, efficiency and effectiveness. Develop marketing strategies.
- Represent, promote, and advocate for the state park system regionally and statewide with local, state, federal, nonprofit, business, and community organizations.
- Coordinate and implement short and long-term planning efforts for park properties, programs, and facilities within park region, including contract and permit management for capital construction projects, long-range management plans, business plans, etc.
- Administrate regional budgets, make recommendations for budget changes for region to cover program and facility needs for operations and maintenance.
- Represent region needs on management team for policies, rules, regulations, etc. affecting state park and resource management.

1988 - 1998

Vermont Department of Forests, Parks and Recreation, Waterbury, Vermont.

Resources Planner (prior title - ***State Recreation Planner***). Responsibilities:

- Coordinate and manage statewide recreation resource policy and planning projects (trails and greenways, statewide recreation plan, rivers and streams, lakes and ponds) and state lands and park long-range management plan projects, which include extensive public participation and involvement. Coordinate interns, volunteers and contractors involved in projects.
- Coordinate departmental comments for recreation interests on regulatory permits, developmental projects, legislative and policy initiatives, and program and plan reviews.
- Coordinate and manage programs and projects with adjacent states, federal and state agencies, and regional and local entities, such as the Lake Champlain Recreation Management Program and Lake Champlain Bikeways.
- Write documents, reports, position papers, grant proposals, request for proposals, contracts, and cooperative agreements. Develop public information, such as newsletters, brochures, and guides.
- Coordinate special events, workshops, conferences, and public meetings and hearings.
- Agency committee involvement included: Leadership and Management Training Program Committee, Forest Resources Plan Planning Team, Long-Range Management Plan Committee, Hydro Review Team, Lakes and Ponds Recreation Management Committee, Lands Conservation Strategy Steering Committee, Lake Champlain Recreation and Cultural Resources Partners, Alburg Dunes State Park Technical Steering Committee, Lowell Lake State Park Planning Committee, Watershed Grants Program Committee, Lake Champlain Zebra Mussel Task Force, Lake Champlain Byways Steering Committee, Lake Champlain Aquatic Species Plan Steering, and the AOT Bicycle and Pedestrian Plan Advisory Committee. Previous committee involvement includes the Outdoor Recreation Task Force, Cultural Heritage Tourism Task Force, Water Quality Standards Review Committee, State Parks Systems Plan Committee, and the Department Strategy Plan Committee.
- Overall management of section budget, staffing, productivity, projects, and planning.
- Supervised up to 6 staff including full-time professionals and summer staff. Annual performance appraisals and 3 month work plan reviews with staff.

1987 - 1988 Arizona State Parks, Statewide Planning Section, Phoenix, Arizona.

Planning Officer. Responsible for the implementing the federal Land and Water Conservation Fund program, including coordinating and developing statewide recreation plans and corresponding natural resource studies; developing state park master plans and the State Parks System Plan; coordinating various research studies; analyzing and managing computerized data files; reviewing recreation and environmental plans from various governmental agencies; and coordinating statewide meetings, workshops, and conferences.

1985 - 1987 Sullivan County Department of Planning & Economic Development, Monticello, NY.

Park and Recreation Planner. Responsibilities included managing, administrating and supervising operations at seven county parks, including hiring summer recreation staff and volunteers; preparing long-range comprehensive park and recreation plans and park management plans; evaluating regional needs for park, recreation, and historic preservation, including land acquisition and development; developing and reviewing park and recreation site designs and construction details; organizing the Main Street program for local communities; providing technical assistance to local communities on land use planning, and park, recreation, and historic preservation activities; conducting statistical analyses of park user data; and preparing grant proposals and administering LWCF, state, and private grants.

1985 Mother Nature's Helper, Burlington, Vermont.

Landscape Designer. Planned and designed interior and exterior landscapes for commercial and residential properties.

1982 - 1985 Texas A&M University, Department of Recreation and Parks, College Station, Texas.

Research Assistant. Supervised park and recreation planning and design projects for a number of local communities including interpretive nature centers, trails, beachfront parks, and sports complexes. Responsible for developing and implementing survey research at recreational areas, and analyzing the results.

Summer

1981, 1982 USDA-U.S. Forest Service, Green Mountain National Forest, Manchester Center, Vermont.

Recreation Aid. Responsible for the management and supervision of the Hapgood Pond Recreation Area, including constructing and maintaining trails, maintaining facilities, and imposing rules and regulations for public safety.

1980 USDA-U.S. Forest Service, Chequamegon National Forest, Clam Lake Young Adult Conservation Corps, Clam Lake, Wisconsin.

Crew Leader/Group Aid. Organized, instructed, and supervised crews of 8-11 minority enrollees in conservation projects for managing vegetation, constructing and maintaining trails, modifying and improving road conditions, developing vehicular public access, improving wildlife habitat and forest stands. Coordinated and supervised enrollee recreation programs as a group leader. Developed camp policies and regulations.

Other positions have included Girl Scout Camp Counselor, Water Safety Instructor, First Aid Instructor, Athletic Camp Counselor for Volleyball and Basketball, Softball Coach for Junior High Girls, and Volleyball and Basketball Officials.